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Executive Registry

85- 963

7 March 1985

MEMORANDUM FOR: Deputy Director for Intelligence  
FROM: Executive Assistant to the DDCI  
SUBJECT: Support for Upcoming DDCI Trip

1. The DDCI is planning a brief trip to [ ] in late March or early April. We'll let you know the exact dates as soon as plans firm up.

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2. Would you please have whoever will be pulling together material for his briefing books give me a call so we can work out the details. For starters, please include the following:

- Recent publications and/or summaries of major issues that the DDCI should be aware of on either of these areas.
- Any gaps/issues/concerns you would like him to raise.
- Bios on the key leaders in each country and on anyone the DDCI may be meeting during his trip. (DDO counterparts will advise when schedules are firmed up.)
- Suggested talking points for any of the meetings the DDCI will be holding.

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*Thank,*

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cc: [ ]

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